

P.O. Box 305025 Montgomery, Alabama 36130-5025

STATE OF ALABAMA BOARD OF HEATING, AIR CONDITIONING & REFRIGERATION CONTRACTORS

Phone: (334) 242-5550 Fax: (334) 242-5555 www.hacr.alabama.gov

ANNUAL MANUAL RENEWAL FORM

(This form cannot be used to change your business name or status)

RENEWAL TYPE		Certification Number(s):			
	INACTIVE HVAC S INACTIVE REFRICE ACTIVE HVAC CO ACTIVE REFRIGES sed your application information was	of license you are renewing (mark all that apply): 595.00 EERATION CONTRACTOR \$95.00 NTRACTOR \$190.00 RATION CONTRACTOR \$190.00 on could be delayed if you use a 3 rd party licensing organization. The Board carrith anyone except the applicant. An affidavit from the processor is insufficien	•		
LATE FE					
Annual	Active Late Fees				
<u>Aft</u>	er December 31	\$290.00 = \$100.00 late fee + \$190.00 renewal fee			
<u>Aft</u>	er February 28	\$540.00 = \$250.00 penalty fee + \$100.00 late fee + \$190.00 renewal fee			
Aft	er March 31	\$1040.00 = \$500.00 delinquent fee + \$250.00 penalty fee + \$100.00 late f	ee + \$190.00 renewal fee		
Annual	Inactive Late Fees				
Aft	After December 31 \$145.00 = \$50.00 late fee + \$95.00 renewal fee				
Aft	After February 28 \$395.00 = \$250.00 penalty fee + \$50.00 late fee + \$95.00 renewal fee				
Aft	After March 31 \$895.00 = \$500.00 delinquent fee + \$250.00 penalty fee + \$50.00 late fee + \$95.00 renewal fee				
		AND CONTACT INFORMATION – All applicants complete this section.			
0201101					
1.	Name: Last	First	M.I.		
			141		
2.	Address:	Street			
		Stieet			
	City	State Zip co	ode		
2	Homo Dhono:	Work Phone:			

4. Email: _____

SECTION B: BUSINESS INFORMATION (if applicable) Business Name: ____ 2. Street Address: Mailing Address: Home Phone: Cell Phone: Cell Phone: Responsible in Charge: _____ **SECTION C: DISCLOSURES** Have you ever been convicted of or entered a plea of guilty or nolo contendere (no contest) to any felony 1. including any offense for which you have received a pardon, in any jurisdiction in the past 12 months? Yes _____No If yes, please explain in the space provided below for Board review. SECTION D: CITIZENSHIP (Must be completed in compliance with Ala. Code § 34-14A-7 and Ala. Code § 31-13-7.) 1. Are you a citizen of the United States? (PROVIDE PROOF OF CITIZENSHIP i.e.: driver's license, passport, birth certificate) If "yes," please read the declaration below, sign, and continue to section 2. Yes No If "no," see question 2 below. I hereby declare that I am a citizen of the United States of America and, I sign this declaration under penalties of perjury; making a false, fictitious, or fraudulent statement or representation in this declaration is perjury in the second degree pursuant to Ala. Code § 13A-10-102. Signature of Applicant Date -OR-2. If you are not a citizen of the United States, are you an alien who is lawfully present in the United States of America? Yes ____ No If "yes," please read the declaration below and sign. PROVIDE PROOF OF LAWFUL PRESENCE I hereby declare that I am an alien lawfully present in the United States of America. I sign this declaration under penalties of perjury; making a false, fictitious, or fraudulent statement or representation in this declaration is perjury in the second degree pursuant to Ala. Code § 13A-10-102.

Date

Signature of Applicant

SECTION E: PAYMENT INFORMATION: (PLEASE ENCLOSE PAYMENT FOR EACH CERTIFICATION)

DATE RECEIVED:	CHECK No:	AMT:		
Signature:	_ Date:	-		
Card Number:	_ Exp. Date:			
Enter payment information below. The Board accepts Master Card, Visa or Check.				